

# EUCALYPTUS GROVE HOMEOWNERS ASSOCIATION

## MINUTES OF BOARD OF DIRECTORS MEETING

THURSDAY, NOVEMBER 10, 2022 (6PM) Via Zoom

(Subject to Board's Approval)

Board Members Present: Colin Smith, Tamara Simmons, Joe Mora, Chris Hall, Owen Roth.

Owners Present: Tom Doty #219, Alysia Hendricks #315, Craig Nicholson #247, Karen Mullin #259,

Management: James Nguyen of Bartlein & Company, Inc.

### 1. CALL BOARD MEETING TO ORDER – CONFIRMATION OF QUORUM - 6:01PM

### 2. REQUEST BY OWNERS IN ATTENDANCE / VIA CORRESPONDENCE / PHONE – Open Forum (unless it's an emergency, it'll be put on next month's agenda); Bd to consider request & possibly vote...

Each unit has about 3 minutes to address their concern to the Board or ask permission for...

Alysia #315: Doctor's note for owner to have HVAC – Tamara moved, Joe seconded for owner to install HVAC due to health purposes. Unanimously approved.

Tom #219: See New Business.

Karen #259: See Old Business.

Craig #247: Board needs to enforce gov docs. Car covered at mail kiosk at 7636 has been there for a week. Budget: suggested Board to revisit and review numbers.

Owen #: Gym opened. Wifi working in gym & meeting room. Pool access.

Tamara #127: request to put HVAC on agenda for next month.

### 3. APPROVAL OF PRIOR MEETING MINUTES (10/13/22 & 10/26/22 )

Oct 13<sup>th</sup> – Colin moved & Joe seconded. With revisions as suggested below by Chris Hall.

Chris' revisions:

*Owners request: Kim's AC. Deleted "wall mounted"*

*Committee to "monitor"*

Oct 13<sup>th</sup> Exec Session – Colin moved & Joe seconded. Approved.

Oct 26<sup>th</sup> – Joe moved & Tamara seconded. Approved.

### 4. TREASURER, OFFICERS & COMMITTEES (Bd to consider recommendations & possibly vote...)

Operating Expenses are about 13+% below budget thru end of last month on cash basis

Res. Expenditures for last month: Tree work & gym related expenses

Suggested Motion: Move to approve the Treasurer's report and confirm the Board has reviewed all financial information each month as required by Civil Code Section 5500 including, but not limited to, the Association's check register, monthly general ledger, and delinquent assessment receivable reports. Furthermore, as required by Civil Code Section 5380, the Board has approved all transfers of funds to and from the Association's bank accounts, and has approved any two authorized signers on the Association's bank accounts to transfer funds from reserves in an amount necessary to pay for expenditures as described in the Association's budget or otherwise approved by the Board.

Owen reported. Owen moved, Tamara seconded. Unanimously approved.

Landscape recommendations & proposals: starting on fence along Hollister; sidewalk done at 7602; mulch is being applied; working by Ellwood School.

Committees: Gym; Sunshine-solar; Website; Social; Vendor evaluation

Gym: compliments. Grand opening on Sunday (after 9AM). Wi-fi is working. Sign up will be available.

Possible light fixture. Open at 6AM – 8PM. Owen moved & Colin seconded for a trial run: unanimously approved. Tamara moved to ratify & Owen seconded for CaliFitness to do monthly \$265. Joe moved & Colin seconded for every other month for \$325 maintenance. Unanimously approved. MasterClean to mop and extract moisture. Faucet in bathroom stuck.

Solar: (Tamara) expecting a quote next month (purchases vs lease, etc.); for digging trench & laying conduits, etc.

Website: (Tamara) some items need to be update. Maintenance request forms. Suggestion Section

were added.

Vendor evaluation:

**5. OLD BUSINESS (Board to consider, review and possibly vote on...)**

- a. #259 cig smoke smell: James to ask for price to extend duct to outside.
- b. Request by #102 for special accommodations & parking; Tamara moved & Colin to stencil #102 on the curb of the uncovered parking stalls and switch her covered parking space as 24 hr. Unanimously approved.
- c. Roof, dry rot repair & painting and approval and/or ratification of proposals & invoices (if any): Colin moved & Tamara seconded to pay \$3,995 gutter cleaning. Approved.
- d. Updating the gov docs; 2<sup>nd</sup> draft of bylaws & CC&Rs received back from attys; pipes; utility doors. Updating the website for review. After holidays, Board will meet again.
- e. 7632 foundation work re : #245, 247, 248 sloping floor; Saber surveyed; Van Sande Eng.; Beachside. Permit at City waiting for review.
- f. Repairs & bids: DG paths; V-Ditch; Sidewalk; Roofs (if any) Colin moved & Owen seconded to pay Enviroscaping \$5,525 for sidewalk at 101 & 102. Approved. Joe abstained.
- g. Pool facilities & sauna; related issues: An owner, via email, brought up the issue of being able to see someone approaching the front pool gate while in the Jacuzzi. Currently, the dark plexiglass blocks view. After discussion, Tamara moved to make both panels at front pool gate to be clear, Colin seconded. 4 yes; Approved. Owen abstained.
- h. Address signs: on buildings, pathways, directional, speed limit signs  
No trespassing signs: order 7 signs. Chris will check.  
Speed limit signs: Colin moved & Joe seconded. Tom Doty discussed his proposal of 5MPH signs throughout the development. There would be 6 signs.  
Sign #1 – All roads 5 Miles Per Hour; the remaining five will be 5 Miles Per Hour (black letters & white backgrounds).
- i. EV charging station: tabled.
- j. List from B. Rauch & Independent vendor for maintenance; Maintenance person & tracking: tabled.
- k. Inspection of elevated walkways & balconies: tabled.

**6. NEW BUSINESS (Board to consider, review and possibly vote on...)**

- a. #315 HVAC split system: see owners request.
- b. Handicap bench & shower head for pool shower: Tom will buy a handicap bench/chair for the shower area and Assoc will reimburse him (one was there but now is missing.)
- c. After hours pool monitoring (lights / alarm service)
- d. Annual Meeting, Jan 12, 2023, at 6PM, Mariposa or Good Space? Chris will check with next door to see if space is available.
- e. Front Gate; Changing ped gate code: tabled.
- f. Recording liens
- g. Other items to be put on next month's agenda (Tamara's request for HVAC)

**7. EXECUTIVE SESSION**

If needed: (Executive Session may only be used to discuss litigation, contracts with 3<sup>rd</sup> parties, member discipline, personnel, upon an owner's request to discuss payment of assessments, foreclosures, disability requests, legal advice, censure of a director, or mental illness of a member)

- Late payers through end of last month (balances of \$500 or more):
- Internal Dispute Resolution / Levy fines / Bankruptcy / Foreclosure / Small Claims / Write off

**8. ADJOURNMENT (Scheduled meeting 12/8/22 @ 6PM via Zoom)**

Meeting adjourned at 8:16PM